



City of Albany
M/WBE/ Fair Housing Office
24 Eagle St. Rm.301
Albany, New York 12207
TELEPHONE (518) 445-0620

Minority Labor Participation Plan

The information requested below must be completed by the contractor and submitted with the bid. The figures shall be based on the bidder's estimate of workforce needs and minority representation of that workforce. The contractor will be required to furnish monthly reports as documentation that established goals are being met. These reports shall be submitted to the City's Minority and Women Business Enterprise/ Fair Housing Office (M/WBE/FH), Room 301, City Hall, Albany, New York 12207. If you have questions regarding completion of this document please call (518) 445-0620.

Contractor: _____ Federal ID # (or SSN): _____

Address: _____ City/State/Zip: _____

Telephone: _____ Fax Number: _____

Project: _____ Cost of Project: _____

A. Minority Labor Participation

The goal for minority labor participation on City of Albany projects is that 17.8% of the total workforce hours should be worked by minorities. In the space provided below, please list the following workforce information by trade: total number work hours for the project and total number of those hours to be worked by minorities.

Trade	Total Workforce Hours	Total Number of hours to be Worked by Minorities
Carpenters		
Painters		
Electrician		
Plumber		
Drywall		
Drivers		
Foreman		
Laborers		
Masons		
Other: <i>(Please specify)</i>		
Total Hours:		

B. Subcontractor Participation

The City of Albany M/WBE /FH Office is responsible for monitoring all subcontracts on construction projects let by the City of Albany and its agencies and authorities. The goal for Minority Business Enterprise participation on City of Albany projects is 7.5% of the total dollar amount of the contract. Please complete the information requested on the following page, describing all anticipated subcontractor participation. Sign below to indicate that all information provided on this Minority Participation Plan is true and correct.

Signed: _____ Date: _____